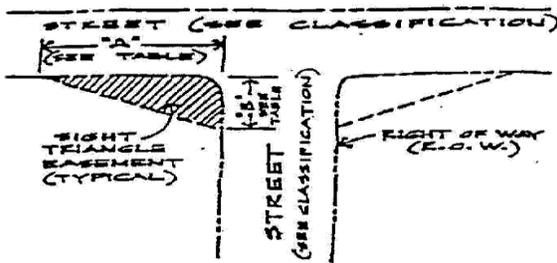


# City of Leitchfield Planning & Zoning Sign Requirements and Application

**THE FOLLOWING ITEMS MUST BE COMPETED PRIOR TO PLACING ANY SIGN ON YOUR PROPERTY.**

1. Obtain approval from State Inspector meeting Kentucky Building Code requirements.
2. Obtain and complete a sign application from City.
3. Submit a site plan (or building elevations drawn to scale) showing the location of the proposed sign(s) on the lot and/or building including setbacks.
4. Detailed sign information including type of construction, method of illumination, dimensions, wording, mounting and/or erecting and other similar information.
5. The written consent of the owner of the underlying real property or authorized agent.
6. The permit fee.

**SIGHT TRIANGLE** A triangular-shaped portion of land established at street intersections in which nothing is erected, placed, planted, or allowed to grow in such a manner as to limit or obstruct the sight distance of motorists entering or leaving the intersection.



Requirement by Road Classification (measured along F.O.W.)		"B" distance in feet		
		Local	Collector	Arterial
"A" distance in feet		"B" distance in feet		
30	Local road	30	100	130-150
100	Collector road	30	100	130-150
130-150	Arterial road	30	100	130-150

**SIGN** Any writing, pictorial representation, form, emblem, trademarks, flag, banner, decoration (including material used to differentiate the sign copy from the background) or any figure which is written, printed, projected, painted, constructed, or otherwise displayed upon or designed into a building, board, plate, canopy, awning, window, vehicle, or upon any object or device which by reason of form, color, wording, symbol, design, illumination, motion or other characteristic is designed to attract attention to the subject thereof or is used as a means of identification, advertisement, announcement or of illustrating products.

**DIRECTIONAL SIGN** A non-commercial sign of an instructional nature, such as "parking", "exit" or "entrance", displayed solely for the convenience of the public. No more than twenty-five percent (25%) of such sign shall be devoted to the name or logo of the property, business or profession on the site and containing no business advertising, product trade name identification or listing of any product sold or offered on the premises.

## 4.3 GENERAL REGULATIONS FOR SIGNS AND OUTDOOR ADVERTISING

- 4.31 **Classification** - Outdoor advertising shall be classified as a business use and shall be permitted in all Agriculture, Business and Industrial Districts. Outdoor advertising devices except as provided in Section 4.61, shall be prohibited in all residential zones.
- 4.31a. Location
  1. Industrial, Commercial, General Business and Agricultural Districts - No outdoor advertising sign or display shall be erected, placed, painted or repainted or hung nearer to any street right-of-way line upon which said display faces the building lines provided in zones where the use is permitted except that one sign advertising the primary nature of the business or industry conducted on the premises may be placed not closer than six (6) feet to the street right-of-way line, but in no case be permitted to obstruct the view of traffic.

2. Neighborhood Business District - Only signs attached to the structure shall be permitted in Neighborhood Business Districts. Projection signs should not project more than three (3) feet from the building, measured from the building line or point at which the sign is attached, whichever is greater from the street right-of-way or lot line.

4.31b. Size and Placement

1. Industrial, Commercial, General Business and Agricultural Districts - A single sign, billboard or other advertising device containing no more than 200 square feet (including border) shall be permitted in industrial, industrial, commercial, general business and agricultural zones. No more than four (4) signs may be erected together containing no more than 200 square feet total. Such signs shall be erected within fifty (50) feet of a common point. Any other sign, or signs, shall be at least 1,000 feet from this point. No sign, billboard or other such device shall be built at a height greater than the maximum building height permitted in the district in which it is located.
2. Neighborhood Business - All outdoor advertising signs shall have no more than fifty (50) square feet or have a height greater than three (3) feet.

- 4.31c. Lighting and Noise - Signs or other outdoor advertising which involve lighting or motion resembling traffic or directional signals, warnings; such as "stop" or "danger", or any other similar signs which are normally associated with highway safety regulations, are prohibited. Additionally, no sign or outdoor commercial advertising device because of light, glare, focus, animation, or flashing, or any illuminated signs of such intensity or illumination shall not unduly disturb the use of residential property. Any illuminated sign(s) of such intensity or illumination as to unduly disturb the use of residential property shall have devices which eliminate noise or sound. Excessive glare producing signs shall be prohibited from affecting residential areas.

- 4.31d. Maintenance and Compliance - Outdoor advertising structures shall be adequately maintained. Such maintenance shall include proper alignment of structures, continued readability of the structure and preservation of the structure with paint and other preservative. If an outdoor advertising structure is not maintained, nor complies with the provisions of this Ordinance, written notice of any disrepair shall be issued by the Planning Commission to the owner of said structure. If the disrepair or violation is not corrected within sixty (60) days of issuance of said notice, said structure shall be removed at the owner's expense.

- 4.31e. Non-conforming Signs and Advertising Structures - Any advertising sign, billboard, commercial advertising structure or statutory which is existing and maintained at the time of this Regulation becomes effective, which does not conform with the provisions hereof, shall not be structurally altered except to comply with this Ordinance.

4.6 EXCEPTIONS

- 4.61 **Use Exceptions** - Several types of structures and uses are permitted in all districts even though they are not listed as permitted uses under the zoning district regulations. No zoning permit or certificate of compliance is required for the following structures and uses:

- 4.61a. Local public utility distributing and collecting structures, such as pipe and transmission lines, transformers and meters
- 4.61b. Public streets and all official appurtenances necessary for traffic direction and safety. All streets and traffic control signs shall conform to the code established and adopted by the Kentucky Department of Transportation.
- 4.61c. Private drive, private parking areas, and the parking of vehicles incidental to the principal use on the same premises.
- 4.61d. Real estate signs or subdivision signs advertising property for sale or rent with less than an area of forty-eight (48) square feet.
- 4.61e. Signs not over two (2) square feet in area identifying permitted home occupations or the renting of sleeping rooms on the same premises in residential zones.

# SIGN PERMIT APPLICATION

City of Leitchfield - Planning and Zoning  
314 West White Oak Street; P. O. Box 398  
Leitchfield, KY 42755-0398  
Phone: 270-230-8205 Fax: 270-230-0016

Permit #: \_\_\_\_\_

Date: \_\_\_\_\_

State Approval: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Location of Sign: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Sign Installer Contact Information: \_\_\_\_\_

Has a City of Leitchfield business license been obtained? \_\_\_\_\_ Zone: \_\_\_\_\_  
**(If not a business license must be obtained prior to permit being issued.)**

Street Frontage of Property: \_\_\_\_\_

Height & Width of Wall sign will be mounted to: \_\_\_\_\_ Height \_\_\_\_\_ Width

Number of Signs to be Mounted: \_\_\_\_\_ Will the sign be illuminated? \_\_\_\_\_

Size of Wall Mounted Sign(s) \_\_\_\_\_  
**(Attach additional information along with a sketch or drawing showing dimensions for each sign)**

Number of Free Standing Signs: \_\_\_\_\_ Will the sign be illuminated? \_\_\_\_\_

Size of Free Standing Sign(s) \_\_\_\_\_  
**(Attach additional information along with a sketch or drawing showing dimensions for each sign)**

In consideration of the approval of this application, the undersigned, representing the owner, hereby agrees to consent to inspection during construction and upon completion of construction for the purpose of determining that such sign(s) comply with City of Leitchfield Zoning Ordinance, and the Zoning Administrator /Building Official may enter upon the premises during any reasonable hour.

I do hereby certify that the information provided herein is both complete and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken of this application.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Applicant Signature

## SIGN PERMIT FEE \$25.00 PER SIGN

For Office Use Date Received: \_\_\_\_\_ Amount: \_\_\_\_\_ (CK or CASH) By: \_\_\_\_\_  
100.300.00034000.A